

PAC Meeting Notes
18 March 2015

1. PAC Minute approval from February conference call.
2. Corps Foundation update – Greg Miller providing update
 - Coin update – out for bid on three designs. Decision will be based on cost. PAC needs to come up with guidelines for awarding coins.
 - Coast Guard grant – Rachel Garren attended the National Prevention of Drowning Alliance meeting and will attend the Boating Safety Summit. Lots of publicity on the campaign. Developed a website www.pleasewearit.com. As the campaign progresses, more materials will be available.
 - Communications Committee – Linda Nutt has declined to head this committee, but is willing to participate on the team. Seeking an alternate lead.
 - Two invitations to join the board have been sent out but neither applications nor declinations haven't been received at this time.
 - Other - Submitted a proposal to BassPro to help fund gifts to provide greater incentive/recognition to the awardees. Heather indicated the Foundation will have to take full responsibility for the awards if this happens as it may represent a conflict of interest for the Corps.
 - Received two proposals from Districts. Craig Koon asked if the Corps Foundation would be interested in working with them for fundraising. Greg asked for a list of companies that might be potential sponsors. The board felt they would be willing to make the ask for the Corps. As more of these types of requests arise, the Foundation may ask for an administrative fee to cover their time.
 - Allatoona asked the Foundation to apply for a grant from Cabela's for them. The board has agreed to continue discussions towards this end.
 - Board discussed discount memberships for new members which the board began discussions on. This question came from the recent PROSPECT class.
 - The board also liked the idea of providing a video to be used in classes and other meetings as suggested from the recent PROSPECT class.
3. Excellence in Partnership Update – Winner selected: Roanoke River Basin Association – Upper Reach in the Wilmington District
 - Ceremony April 15
 - Plaque and certificate printing- Certificates have been sent to the regional winners. Plaque has been ordered. Heather will bring plaque to the awards ceremony.
 - Heather and Miriam are discussing agenda after this meeting.
4. PAC team spring meeting in May – Raleigh, NC (April 13-17)
 - Business meeting will be held at Falls Lake – 2 days. Ceremony at Kerr.
 - Heather and Stacy to have cars.
 - Allen and Heather will develop an agenda during RLAT.
5. Volunteer Award Update – Winners selected: Mikayla Conrad and SCDNR Cooper River Rediversion Project
 - Certificates and coins coordination. Certificates mailed. Coins are not available yet and will be mailed later so as not to delay ceremonies.
 - Spring meeting topic to designate if groups are eligible for this award.
 - Award winners volunteer hours should be captured in OMBIL, add to application requirements – Alana
 - Scoring criteria to be developed for this category also. Comment column also needed.

- Application could be 3 pages.
6. Prospect Class Review
 - Ouachita, AR Mar 2-6
 - Discussions on moving televisions based on issues with glare during this meeting.
 - Rock Island Mar 9-13
 - 38 students mostly from Rock Island but a few from other Districts as well.
 - Model worked well and we may want to consider phasing out PROSPECT and just doing these workshops in FY17.
 - Who paid for the support that PROSPECT normally does? Kelly's office paid for the instructors. His office also printed the class handouts, certificates, evaluation sheets, and name cards. In future, we'd have to figure out who was going to pay for instructor labor and travel costs. The fieldtrip bus contract would have to be setup by the project through their contracting office.
 - **Reminder that everyone needs to return remaining MIPR funds.**
 7. FY 16 Prospect class locations update - need to assign instructors
 - Kansas City: Nov 16-20, 2015
 - Bay Model: Mar 14-18, 2016
 - Both locations have secured times for classes. Hotel blocks set up for both locations.
 - Instructors will be decided at spring meeting in NC
 8. Webinar schedule:
 - Mar 12: Allison, REVIEW
 - Apr 2: Heather volunteer modules
 - **Heather asked that we provide a list of partners that can do modules about how we can work with them.**
 - May 8: Allen, Handshake
 - May 14: Stacy 101 – 10am CST
 - May 13: Sara, Military 9 am
 9. Volunteer OF 301 form update- Heather
 - Still stalled in Department of Army office
 10. Legends/Beacon awards- Heather
 - Due to HQ March 27.
 11. RLAT discussion topics
 - Handshake change: no new construction recommended by RLAT, only replacement or higher efficiency/consolidation projects, flood/hurricane damaged facility replacement, etc that match NRAP guidance. The team guidance is that this recommendation does not meet the needs of our partners and discourages future partnerships. A non-scored item will be to ask how this might play into the program.
 12. PAC team funding update- Allen
 - Funds do not reside in NAB as Allen expected. They are trying to figure out where the money is before he can send funding for the Spring meeting.
 13. Handshake Update Allen
 - So far 2 CP agreements
 - No funding from HQ yet, waiting on CRA end

14. WRRDA update- Heather

- Phase II participants have until the end of the month to provide comments. Brandon Pitcher, OC, is ready to start looking at the document.

15. SCA National Agreement update – Heather

- Delegation of Authority memo did come down from SWD to the Districts. Fort Worth is ready to start advertising. Funding Opportunity announcement will go to the grants officer after comments are consolidated. Asking for a 10-day solicitation.
- Allen asked if by the end of the fiscal year was an unreasonable expectation. Heather indicated it could happen by the summer but no later than the end of the fiscal year.

16. Outreach to RE/OC/RM/CT- update on developing the list

- Heather has received input from Alana, Miriam and Allen.

17. Partnership intern program- Allison and Sara expect a rough draft for the Spring meeting.

18. Action Items:

- Come up with guidelines for awarding coins - PAC
- Develop a Spring Meeting agenda during RLAT – Heather and Allen
- Spring meeting topic to designate if groups are eligible for the volunteer award - PAC
- Award winners volunteer hours should be captured in OMBIL, add to application requirements – Alana
- Volunteer Award scoring criteria to be developed for this category also. Comment column also needed. – Miriam
- Return remaining MIPR funds – PAC
- Provide to Heather a list of partners that can do modules about how we can work with them – PAC
- Phase II participants have until the end of the month to provide comments – PAC
- List of RE/OC/RM/CT from all districts - PAC

Host code for Heather's conference call number to be used on webinars: 3292